

Office Use Only	
Entered by	Date
License Number	

Electronic Fund Transfer (EFT) Authorization for Spirits Purchases by Liquor Licensee

Authority under MCL 436.1221(1). Completion of this form is required to establish an Electric Fund Transfer account.

Instructions:

Print or type entries. Carefully read and complete the entire authorization form. If you have any questions about completing this form, call (517) 322-1382.

Mail the completed form to: Michigan Liquor Control Commission, 7150 Harris Drive, PO Box 30005, Lansing MI 48909.

PART 1: APPLICATION INFORMATION

Type of Application (Select only one)

- ☐ **NEW** — Select if establishing an Electronic Fund Transfer (EFT). Allow a minimum of 7 days for the EFT to begin. An EFT is in effect when you are notified by a delivery driver. Your invoice will indicate "Payment by EFT."
- ☐ **CHANGE** — Select if changing financial institution, account number, type of account, etc. Do not close your old account until this change takes place. Any change to your financial institution or account number may cause an EFT to be suspended while the change is being processed.
- ☐ **CANCEL** — Select if you want to cancel an ongoing EFT. Licensees may cancel this EFT authorization by completing and mailing this form to the address above. Do not close your old bank account until your invoice reflects the change in payment status.

Business Name (As shown on liquor license)			License Type	License Number	Business ID Number
Licensee Street Address				Licensee Telephone Number	
City	State	ZIP Code	Is this a change of address for the business? <input type="checkbox"/> Yes <input type="checkbox"/> No		

PART 2: FINANCIAL INSTITUTION/ACCOUNT INFORMATION

Financial Institution Name			Contact Person Name (at Financial Institution)		
Financial Institution Street Address				Financial Institution Telephone Number	
City	State	ZIP Code	Account Type <input type="checkbox"/> Checking <input type="checkbox"/> Savings		
Account Ownership <input type="checkbox"/> Personal <input type="checkbox"/> Business		Account Number		Routing Transit Number *	

* **NOTE:** Contact your financial institution for the routing transit number, in not already known. If this is a checking account attach a void check to this form.

PART 3: AUTHORIZATION

I authorize the State of Michigan, Michigan Liquor Control Commission (MLCC) to make variable withdrawals by electronic transfer from the designated financial institution and account identified above. The amount of the withdrawals will be equal to the amount shown on my invoice for liquor spirits delivered by MLCC's Authorized Distribution Agents (ADAs).

I authorize the MLCC to return money that was withdrawn from my account in error, either by electronically adjusting my account or adjusting future invoices. I understand I will be notified by the State of Michigan or it's ADAs if adjustments are made.

It is my responsibility as a liquor licensee to complete a new EFT Authorization form for MLCC if I change financial institutions or account numbers, the account is closed, the license is terminated or sold, or there are other changes affecting the account. I understand this authorization remains in effect until canceled by: (a) myself, (b) another authorized representative of this liquor licensee, (c) or the State of Michigan. Licensees may cancel this EFT at any time.

I agree to comply with the National Automated Clearing House Association Rules and Regulations about electronic transfers as they exist on the date of my signature on this form or as subsequently adopted, amended, or repealed. Michigan law governs electronic funds transactions authorized by this agreement in all respects except as otherwise superseded by federal law.

Please note that you are ineligible to pay by ACH if the bank account identified above is funded or otherwise associated with a foreign bank account to the extent that the payment transaction would qualify as an International ACH Transaction (IAT) under the NACHA rules.

If multiple signers are required to authorize a withdrawal of funds, all must sign this authorization form.

Name of Authorized Liquor Licensee Representative (Print or type)	Signature of Authorized Liquor Licensee Representative	Date
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The Authorized Signature must be of a person authorized to sign any and all documents required by the Michigan Liquor Control Commission under Commission Rules.